

**SCHEDULE OF FUND AVAILABILITY AND ONE YEAR ACTION PLAN PROCESS
FOR YEAR 44 CDBG FUNDS FOR THE CITY OF HARLINGEN**

Font Legend

- **Staff Items** ■ **Publications & Postings** ■ **Meetings & Public Hearings**
■ **Reserve Rooms** ■ **Applications Released & Deadline** ■ **Comment Periods**
☺ **CDAB Participation**

(Monday), January 15, 2018

Send CDAB Meeting Notice (1/25/2018) to Valley Morning Star by noon for publication on Friday, January 19, 2018.

Reserve Lon C. Hill Conference Room for CDAB Meeting on Thursday, January 25, 2018, from 5-7 p.m.

Reserve Lon C. Hill Conference Room for Application Workshops (2-4 p.m.) on Tuesday, February 20, 2018, and Wednesday, February 21, 2018.

Reserve Town Hall for CDAB Public Hearing, Presentations and Prioritizations on Thursday, April 5, 2018, at 5:30 p.m.

Reserve Lon C. Hill Conference Room for public hearing on Thursday, May 17, 2018, at 5:30 p.m.

(Wednesday), January 17, 2018

Draft Agenda with required back up information.

(Friday), January 19, 2018

Notice of CDAB meeting on January 25, 2018, published.

EMAIL Agenda to be posted at buildings, City web page, and Department web page.

Send Agenda packets via email, mail or personal delivery to CDAB and Staff.

(Wednesday), January 24, 2018

Call to remind CDAB Members of meeting on Thursday, January 25, 2018, at 5:30 p.m. and to ascertain quorum information.

(Thursday), January 25, 2018 ☺

CDAB Meeting to review/approve CDBG/HOME Program Application for PY44— Lon C. Hill – 5:30 p.m.

- (Tuesday), January 30, 2018** **NOFA must be sent to Valley Morning Star** by noon for publication on Saturday, February 3, 2018.
- (Friday), February 2, 2018** **Add NOFA and Eligibility Criteria** to Department Website to be published on internet on Monday, February 5, 2018. Send to MIS to be posted on Saturday, February 3, 2018.
- (Friday), February 2, 2018** **Send electronic notice to City Departments** with applications and associated documents.
- (Saturday), February 3, 2018** **Publication of NOFA & Public Hearing Schedule** in Valley Morning Star.
- (Monday), February 5, 2018** **Verify NOFA and Eligibility Criteria** are published on internet.
- Applications Available** – Hard copies of Program Applications available in the Community Development Department.
- Electronic notice sent to Interested Parties list advising applications are available from the Community Development Department.
- (Tuesday), February 6, 2018** **Finalize documents** for Workshops on Tuesday, February 20, 2018 and Wednesday, February 21, 2018.
- (Monday), February 12, 2018** **Send email** reminder to all those who have picked up an application to register for the application workshops on Tuesday, February 20, 2018 and Wednesday, February 21, 2018.
- (Monday), February 19, 2018** **Send email** reminder to all those who have registered for the application workshops on Tuesday, February 20, 2018 and Wednesday, February 21, 2018.
- (Tuesday), February 20, 2018** **Staff Workshop** with applicants regarding application submittal requirements. Lon C. Hill 2-4 p.m. (CDBG).
- (Wednesday), February 21, 2018** **Staff Workshop** with applicants regarding application submittal requirements. Lon C. Hill 2-4 p.m. (HOME).
- (Friday), March 9, 2018** **Deadline for Applications to be returned to Community Development Dept. by 4:00 p.m.**

March 12 thru 16, 2018 – SPRING BREAK

(Friday), March 23, 2018

Send CDBG Week Proclamation to City Secretary before noon.

Send Fair Housing Month Proclamation to City Secretary before noon.

(Monday), March 26, 2018

Send CDAB Meeting Notice (4/5/2018) to Valley Morning Star by noon for publication on Friday, March 30, 2018.

(Thursday), March 29, 2018

Prepare Agenda for Public Hearing (4/5/17).

EMAIL Agenda to be posted at buildings, City web page, and Department web page.

Send Agenda packets via email, mail or personal delivery to CDAB and Staff.

Email presentation schedule to applicants & departments.

(Friday), March 30, 2018

Notice of CDAB meeting on April 5, 2018 published.

(Monday), April 2, 2018

Send CDAB Meeting Notice (4/12/2018) to Valley Morning Star by noon for publication on Friday, April 6, 2018.

(Wednesday), April 4, 2018 ☺

City Commission declares April as Fair Housing Month — Town Hall - 5:30 p.m.

City Commission declares April 2-6 as CDBG Week — Town Hall - 5:30 p.m.

APRIL IS FAIR HOUSING MONTH
April 2-6, 2018 – CDBG WEEK

(Wednesday), April 4, 2018

Call to remind CDAB Members of Public Hearing and Presentations on Thursday, April 5, 2018 and to ascertain quorum information.

Send email to applicants as a reminder of tomorrow's meeting.

(Thursday), April 5, 2018 ☺

Public Hearing & Presentations, Town Hall – 5:30 p.m.

(Friday), April 6, 2018

Prepare and post Agenda for CDAB Meeting on Thursday, April 12, 2018.

EMAIL Agenda to be posted at buildings, City web page, and Department web page.

Send Agenda packets via email, mail or personal delivery to CDAB and Staff.

(Wednesday), April 11, 2018

Call to remind CDAB Members of Public Hearing tomorrow to ascertain quorum information.

(Thursday), April 12, 2018 ☺

CDAB Meeting to establish funding recommendations to present to City Commission for Program Year 44 (2018-2019) -- Lon C. Hill – 5:30 p.m.

(Friday), April 20, 2018

Send Executive Summary for OYAP (Budget) due to City Secretary by noon.

(Friday), April 27, 2018

Send Notice of May 3rd City Commission meeting to all CDBG/HOME Applicants, CDAB Members, and City Departments.

EMAIL Agenda to be posted at buildings, City web page, and Department web page.

(Monday), April 30, 2018

Send Notice that OYAP is available for public comment period to V.M.S. for publication on Saturday, May 5, 2018, before noon. (Include CDAB Meeting/Public Hearing date of Thursday, May 17, 2018.)

(Wednesday), May 2, 2018 ☺

Draft One Year Action Plan (BUDGET) presented to City Commission for approval — Town Hall – 5:30 p.m.

(Thursday), May 3, 2018

Revise Draft OYAP Notice to reflect changes in funding recommendations approved by City Commission and resend to VMS (to be published May 5, 2018).

Begin Environmental Process.

(Friday), May 4, 2018

Post Notice and send online link for viewing of Draft OYAP. Copies available at the Library, Lon C. Hill Building and PHA.

POST OYAP Draft Notice on department web page.

- (Saturday), May 5, 2018** **One-Year Action Plan Draft Notice Publication** in the Valley Morning Star.
- (Sunday), May 6, 2018** **30-day comment period begins.**
- (Friday), May 11, 2018** **Notice of CDAB meeting/public hearing on May 17th was published on May 5th.**
- EMAIL** Agenda to be posted at buildings, City web page, and Department web page.
- Send Agenda packets** via email, mail or personal delivery to CDAB and Staff.
- (Wednesday), May 16, 2018** **Call to remind CDAB members** of meeting/public hearing on Thursday, May 17, 2018, 5:30 p.m.
- (Thursday), May 17, 2018** 😊 **Meeting/Public Hearing** to hear comments on the Draft OYAP – Lon C. Hill - 5:30 p.m.
- (Friday), May 25, 2018** **Send Homeownership Proclamation** to City Secretary before noon for June 6th meeting.

JUNE IS HOMEOWNERSHIP MONTH

- (Monday), June 4, 2018** **30-day comment period ends at 5 p.m.**
- (Wednesday), June 6, 2018** 😊 **City Commission** declares June as Homeownership Month — Town Hall – 5:30 p.m.
- Resolution for Consolidated Plan and OYAP** presented to City Commission—Town Hall – 5:30 p.m.
- (Thursday), August 2, 2018** **Complete Environmental Review Records.**
- (Friday), August 3, 2018** **IF REQUIRED Post Finding of No Significant Impact (FONSI) and Notice to Public of Request for Release of Funds (CDBG and HOME) at the usual locations for eighteen days. Email combined notice to Interested Parties.**
- (Friday), August 10, 2018** **Submit One Year Action Plan 2018-2019 to HUD for review/final approval via IDIS.**
- (Tuesday), August 21, 2018** **FONSI/RROF posting deadline ends at 5 p.m.**
- (Wednesday), August 22, 2018** **Environmental Review Records to be signed.**
- (Thursday), August 30, 2018** **Mail Request for Release of Funds (If required).**